

Memorandum of Understanding
between the
All Faculty Association
and
Sonoma County Junior College District
regarding

Article 32: Workload
February 8, 2021

AFA and the District agree to the following changes to Art. 32.02.B.

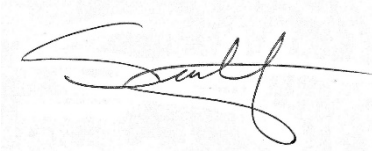
32.02.B.2 Credit Laboratory Course Tiers and Placement:

- a. Each credit laboratory course will be assigned to one of three tiers:
 - 1) Credit Laboratory Workload Factor I (.75) applies to credit lab courses that are primarily for skill development.
 - 2) Credit Laboratory Workload Factor II (.80) applies to credit lab courses that primarily teach skills development and that include: evaluation of written student work; clinical rotations at health care sites for the Associate Degree Nursing (ADN) program; and/or rehearsal for public performance in Music, Dance, and Theatre.
 - 3) Credit Laboratory Workload Factor III (1.0) applies to credit lab classes that require the faculty to set up experimental labs, prepare experiments, and assess lab reports and other written work.
- b. Placement of each credit laboratory course will be negotiated.
 - 1) Placement will consider at least faculty-documented preparation and assessment time per hour of laboratory and a comparison with contractual lecture hour equivalents adopted at other California Community Colleges for similar courses.
 - 2) Placement of new or significantly revised credit laboratory courses:
 - a) A department will forward to AFA its request for (re-) evaluation for tier placement of new or significantly revised credit laboratory courses.
 - b) A negotiations subgroup of one (1) negotiator from each team will apply the criteria in 32.02.B.2.a to the course's Course Outline of Record and will recommend tier placement to the negotiating teams, which will make final determinations. [If a course falls outside of the negotiated discipline default, evidence from the COR and](#)

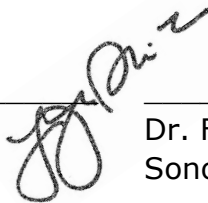
32.02.B.2.b.1 will be required.

- c) Beginning Fall 2020, changes to credit laboratory placement will be approved as part of the subsequent tentative agreements (TA). Such changes will inform the scheduling cycle immediately following the TA, to take effect the subsequent fall semester.
 - d) Placement of new credit laboratory courses will be in effect when the new course is offered.
 - e) Tier placement for all credit laboratory courses will be listed in Appendix 5 to the Contract.
- 3) Appeal process for misplaced courses. If a Department feels that a course has been placed incorrectly on a tier, the department may resubmit that course to AFA with an explanation or supplemental information. AFA and the District will follow the same process as in 2) above to determine if the course has been misplaced. If an appeal of a particular course's placement is unsuccessful, the department must revise the course in order for it to be reevaluated.

~~Implementation of new workload factors for credit laboratory courses: Movement to the .75, .80, and 1.0 tiers will become effective in Fall 2020.~~



Sean Martin, President
All Faculty Association



Dr. Frank Chong, President/Superintendent
Sonoma County Junior College District